

# 106 Essentials Course: Washington, DC

**“The Section 106 Essentials” course will be held on Tuesday, August 16 and Wednesday, August 17, 2011**

**Important note:** Classes are filled on a first come/first served basis of registrations received with payment at the Advisory Council on Historic Preservation (ACHP). You must be confirmed by the ACHP to be admitted to class.

**Registration:** For individuals paying by credit card, [on-line registration is available](#). For individuals paying by check or SF 182, [download the registration form](#) and fax to 202-606-5073. For those registering as a group, [download the group registration form](#) and fax to 202-606-5073.

**Course Location and Accommodations:** The course will take place in Room MO9 at the Old Post Office Building, 1100 Pennsylvania Avenue, Washington, DC 20004.

A block of rooms has been secured for attendees at the State Plaza Hotel, 2117 E St NW, Washington, DC for Monday, August 15 and Tuesday, August 16 at the government rate of \$157 for a single occupancy plus applicable state and local tax (14.5%). The Hotel is also providing a free American breakfast.

([http://www.stateplaza.com/?src=ppc\\_google\\_brand\\_99](http://www.stateplaza.com/?src=ppc_google_brand_99)). **It is recommended that you make your reservations early. Reservations must be made by Friday, July 15.** Reservations made after that date will be accepted on a space available basis at whatever rate is available at the time of the reservation. **To reserve your room**, call 800-424-2859 and state that you are with Group #10649, ACHP Section 106 Essentials.

## Traveling to Washington, DC:

- **Ronald Reagan National Airport (DCA)** 703-417-8000 | [metwashairports.com](http://metwashairports.com) – Approximately 10 minutes and 8 miles from Downtown Washington.

Ground transportation:

- Metrorail system from National Airport – [www.wmata.com](http://www.wmata.com).
- Taxicab fare - approximately \$12.00 - \$15.00 one-way.
- Super Shuttle you must call for rates and reservation 1-800-258-3826 or, log onto [www.supershuttle.com](http://www.supershuttle.com). Reservations are not needed from airport; however they are required for hotel pick-up.

- **Dulles International Airport (IAD)** 703-572-2700 | [metwashairports.com](http://metwashairports.com) - 30 miles and approximately 40 minutes.

Ground Transportation:

- Super Shuttle you must call for rates and reservation 1-800-258-3826 or, log onto [www.supershuttle.com](http://www.supershuttle.com). Reservations are not needed from airport; however they are required for hotel pick-up.
- Taxi cab fare = approximately \$50.00 - \$55.00 one-way.

- **Baltimore Washington International Airport (BWI)** 1-800-435-9294 | [bwiairport.com](http://bwiairport.com) – 35 miles and approximately 55 minutes.

Ground transportation:

- Super Shuttle - provides shared ground transportation from BWI to or from hotels for approximately \$50.00 each way. Reservations are not needed from airport; however they are required for hotel pick-up. For reservations, log onto [www.supershuttle.com](http://www.supershuttle.com) or call 800-258-3826.
- Taxi cabs - approximately \$80.00 one-way.

**Public Transportation:** Washington Metropolitan Area Transportation Authority (Metro) system is a very economical and accessible way to travel via rail and bus in the DC Area. The OPO Building is across the

street from the Federal Triangle metro stop. Both the blue and orange lines serve this stop. Log onto [www.wmata.com](http://www.wmata.com) and use the Trip planner for your travel needs. The State Plaza Hotel is 3 blocks from the Foggy Bottom Metro and you can take the Blue Line to the Federal Triangle Metro Stop.

**Parking:** Parking is difficult in Washington, DC. It is recommended that you take public transportation.

**Local Information:** Whether you're new to DC or not, if you have some extra time, you might want to check out [a list of 100 free and nearly free things to do while you're here](#) including free theatre and music performances, plus things you won't want to miss.

**Registration:** Registration will be located outside the conference room on Tuesday, August 16 at 8:00 a.m. Plan to stop by the registration desk to check in and to pick up your course notebook and other course materials.

**Schedule:** *The Section 106 Essentials* course runs from 8:30 a.m. to approximately 4:30 p.m. each day. Short breaks will be given in the morning and afternoon with a longer break for lunch.

**Meals:** Light morning fare and an afternoon snack are provided each day. The cost of this food is included in your registration fee. All other meals are on your own.

**Attire for Training Course:** Attire for the course is casual. Also, please keep in mind that hotel meeting rooms tend to be cool, so plan to bring a sweater or jacket.

**Cancellations:** Registrants who cancel at least 14 days prior to the start of the course will receive a full refund minus a 15% processing fee. No refunds will be given for cancellations made fewer than 14 days before the start of the course; however, substitutions may be made at no cost up until three days before the course begins. All cancellations must be made in writing.

**Questions:** If you have any questions about logistics or the course, please contact Cindy Bienvenue at [cbienvenue@achp.gov](mailto:cbienvenue@achp.gov) or 202-606-8521.

**We have a great training course planned for you and look forward to seeing you there!**